

# WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE

## MINUTES – MONDAY December 10, 2007

Chairman Coombs called the Meeting to order at 6:00 P.M. in Conference Room One.

Present

Committee Member Name	Present	Absent	Excused
Joseph Coombs, Chairman	X		
Tim Tuell, Vice Chairman	X		
Paul Camarco, Clerk			X
Raymond Grasso	X		
Luke McEntire	X		
Carmen Pace	X		
Stuart Temple	X		
<b>Liaison Present</b>			
Paul Montinieri, Council Liaison	X		
Tony Martino, Staff Liaison	X		
Mike Turner, Staff Liaison	X		
<b>Staff &amp; Guests Present</b>			
Bonnie Therrien, Town Manager	X		
Laurel Goodgion, Library Director	X		
Greg Curtin, Chair – Library Board	X		

Today is day 205 of the Project

### 1. Public Comments:

1. None

### 2. Approval of Minutes:

- A. Minutes of November 26, 2007 Meeting – Motion by Stuart Temple seconded by Tim Tuell to approved the minutes. **All members voted in favor.**

### 3. Projects for Discussion:

#### I. Town Hall / Library Renovations – Phase 2

##### A. Expenditures

1. AT&T – Invoice Dated 12/28-07 - \$3,100.00 – Motion made by Stuart Temple seconded by Carmen Pace to approve this payment. **All members voted in favor.**
2. Barry Associates – App No. 4 - \$8,687.65 – Mike Turner advised this is final payment for retainage. Motion made by Luke McEntire seconded by Carmen Pace to approve this payment. **All members voted in favor.**
3. CDW-G – Invoice HFC1876 -\$400.00 – Motion by Stuart Temple seconded by Carmen Pace to approve this payment. **All members voted in favor.**
4. CDW-G – Invoice HFT2710 -\$40.00 – Motion by Stuart Temple seconded by Carmen Pace to approve this payment. **All members voted in favor.**
5. CDW-G – Invoice HGD8666 -\$48.24 – Motion by Stuart Temple seconded by Carmen Pace to approve this payment. **All members voted in favor.**
6. EnviroScience – Invoice 0001086 - \$1,284.00 – Motion by Stuart Temple seconded by Luke McEntire to approve this payment. **All members voted in favor.**
7. National Library Relocations – Invoice 14060 - \$1,435.00 – Motion by Carmen Pace seconded by Stuart Temple to approve this payment. **All members voted in favor.**

8. Tuthill & Wells – Invoice 3796 - \$2,600.00 (Phase One Expense) – Motion by Luke McEntire seconded by Stuart Temple to approve this payment. **All members voted in favor.**
- B. Change Orders
  1. PCO 22 – Temporary Vault - \$3,868.69 – Chairman Coombs advised this is what needs to be done. The Contractor has ordered the materials and can build it within a week. We have not had a final response from Eunice DeBella. Motion by Stuart Temple seconded by Carmen Pace to approve this change order. **All members voted in favor.**
- C. Staff Information
  1. Job Meeting Minutes dated November 28, 2007. Luke McEntire had a question regarding the Council Chambers. Peter Wells advised the contractor wanted the Chambers emptied to do their work. We asked about them doing one half the chambers and then the other. Mike Turner advised with further discussions with the contractor we can store up to seven feet from the wall. The rest of the room needs to be left clear for the contractor to work on the fire sprinkler system. Comment then came up what to do with the disposition of the Town Council Benches. Town Manager Therrien will bring the matter to Council at their next meeting. Motion by Stuart Temple seconded by Carmen Pace to accept this as information. **All members voted in favor.**
  2. Town Hall Change Order Log Dated December 6, 2007 – Motion by Stuart Temple seconded by Tim Tuell to accept this as information. **All members voted in favor.**
  3. Budget Sheet Dated December 6, 2007 – Motion by Stuart Temple seconded by Carmen Pace to accept this as information. **All members voted in favor.**  
**NOTE:** Paul Montinieri arrived at 6:10:00 PM
  4. Letter to Eunice DeBella dated December 6, 2007 – Motion by Stuart Temple seconded by Carmen Pace to receive this as information. **All members voted in favor.**
  5. Hartford Courant Article Dated December 6, 2007– Chairman Coombs advised this was included as information but contained erroneous information. Laurel Goodgion advised there were errors in the budget numbers but Liz Kirkpatrick did not give the reporter those numbers. Chairman Coombs advised he was concerned with the completion date. The project is still on schedule and will be finished in June 2008 not the fall of 2008. Laurel advised they added the additional time to get up and running. She would rather be more conservative and make the residents happy opening earlier if possible. Once construction is completed she will need time before opening. Chairman Coombs advised based on the schedule he would expect everything to be ready by June 2008. Motion by Stuart Temple seconded by Carmen Pace to receive this as information. **All members voted in favor.**
- D. Old Business
  1. Construction Status –
    - a. Roof – Chairman Coombs advised the plumber is ready to install the roof drains but did not want to cut holes today in the wet roof. The roofer will be back this week depending on weather. The Library ledge has been repaired. The final step for finishing the Library roof is the outside flashing and seal.

Question was raised if the Town Hall roof can be done during the winter. Chairman Coombs advised the roof can be done during winter months.

- b. Misc. – Chairman Coombs advised the contractor will be looking to put up the temporary vault walls next week. Tim Tuell asked if all of Eunice DeBella's concerns were met. Mike Turner advised we are still going back with information requested. She has signed off on the walls but wants the carpet removed from the temporary vault. Peter Wells has given us the specs on the carpeting and the carpet will smolder but not burn. We hope this will satisfy Eunice. We also had to show her where the Town Clerk Staff will be sitting to be sure they could control people flow and be sure records aren't taken out of the building. Both aforementioned items have been forwarded to Eunice and we are waiting for a response. We have set up a tentative date with the mover to move the clerk on December 27<sup>th</sup> thru 29<sup>th</sup>. There was a meeting today between the electrician and engineer today on electrical panels. There was a review of where Brian O'Connor's Office and Vault would be located. Sprinklers are going in according to plan. Mike Turner advised asbestos abatement is completed on the second floor. They are working on the first floor now. Chairman Coombs then handed out a sketch of the braces required to hold up the outside facade. Peter Wells advised the contractor removed bricks to see where the columns were to get ready for the brace work. When they did they found the masonry walls were not solid but contained rubble. This was contrary to what the original building specifications called for. As a result of the bracing needs to be modified to add a plate to the back of the brace from inside the building attaching it to the concrete slab. This is being done at the request of the structural engineer. Four options were discussed and this one was the best alternative. After tomorrow's meeting with the contractor we can move forward on this and determine what the additional costs will be. Chairman Coombs advised the majority of the brace is in the existing specifications for the job so the cost shouldn't be that great. The fabricator has the material on site and hoped to start fabricating the bracing the week of December 17<sup>th</sup>. The additional costs will be for a plate, bolts and additional welding for each brace. We hope to have the additional cost by Friday. Motion by Tim Tuell seconded by Stuart Temple to accept this as information. **All members voted in favor.** Bonnie Therrien then advised that the Library has expanded into the Ground Floor and members should take a tour of the new facility. She advised that Physical Services did a great job getting the area up and running. Laurel Goodgion invited members to stop by after this meeting for a tour of the ground floor.

E. New Business

1. None

**NOTE:** Greg Curtin and Laurel Goodgion left at 6:39 P.M.

4. **Executive Session:**

Chairman Coombs advised there was no need to go into executive session. Town Manager Therrien advised that the Town Council agreed to the settlement. When all was finalized the Town had to come up with \$91,182.00 from the general fund to pay the \$300,000.00 settlement. \$152,471.32 of the settlement was for retainage due. Carmen Pace then commented that the barometer on the front has not changed.

Mike Turner advised based on time we are now at 50%. He will arrange to have the barometer updated.

**5. Next Scheduled Meeting:**

- A. The next regular scheduled meeting will be Wednesday December 26, 2007 at 6:00 PM in Conference Room One. Chairman Coombs look to reschedule the meeting to another day that week. Suggestion was made for Thursday December 27<sup>th</sup>.

**6. Adjournment:** Motion by Luke McEntire seconded by Tim Tuell to adjourn. **All members voted in favor.** Meeting adjourned at 6:42 PM.

NOTE: Once the meeting was over members went to the Library Ground Floor to see their new setup.

I hereby certify that the above is a true copy of the minutes approved by the Town Hall Renovations Committee.

Paul T. Camarco, Clerk

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